

**Village of Clinton  
Council Workshop Meeting Minutes  
of  
Tuesday, June 21, 2016**

The workshop meeting was called to order on Tuesday, June 21, 2016 at 6:00 p.m. in the Clinton Village Hall. Mrs. Gensimore made a motion, in the absence of Mayor Knack, and Mr. McDaniel, Council President, we head up the meeting ourselves, seconded by Mrs. Ikins. All voted yes. Motion approved.

Council Members present: Janice Godwin, Sharley Greer, Marissa Gensimore, and Debbie Ikins.

Others Present: Web designer David Brattoli.

**Discussion**

The “practice” website was discussed by those present. Council members had reviewed and commented on their findings – mainly cosmetic. There were no design elements that needed changed. There were double headers provided, for example, for us to choose which we preferred. Depending on whether you use Google, Firefox, or Internet Explorer, things appeared to look different. This will be looked into. This is a working test site and we will find things that need added and removed. Mr. Brattoli needs to hear changes from us – he does not make the decision. Various meeting dates, for example were discussed – such as Planning Commission.

Mr. Brattoli will be sent changes and only a couple people should interact with him to avoid confusion. Mrs. Ikins will forward changes to Mrs. Gensimore.

Mr. Brattoli explained how his system works and wanted to know if he will make changes, or if others will make changes. Mrs. Gensimore said per our contract, each would have access to their own content – like the Finance Chair could access the Finance Committee section. Mrs. Greer said finance should be a Department. She said she is not the head of the Finance Department – she is the chair of the committee.

Mrs. Gensimore said we should change that to Committees as we need the committees. Mrs. Greer said as long as this is nothing more than committees - but people need to know we have a Finance Department and our fiscal officer is key to what we do, as well as RITA. The hierarchy must be clear.

Style, titles, and whether all caps or mixed case was discussed. Mixed case will be used initially to see how it goes as it “reads” easier. Other cosmetic preferences/choices were discussed and agreed upon at this time. “Voicemail” is coming off. Stack lines for phone numbers will be used. Other changes of where staff/administration, boards, departments, etc., should be placed were discussed and clarified with Mr. Brattoli. It was decided that the committee will take care of the rest of these issues. The overall format was fine.

Mrs. Gensimore made a motion to adjourn. Second by Mrs. Godwin. Roll call – all yes. Meeting was adjourned at 6:50 PM.



**Village of Clinton  
Regular Council Meeting Minutes  
of  
Tuesday, June 21, 2016**

Mayor Knack called the meeting to order on Tuesday, June 21, 2016 at 7:00 p.m. in the Clinton Village Hall. The Pledge of Allegiance was led by Terry Siegenthaler and was recited by all those present.

Roll Call: Council Members present: Janice Godwin, Sharley Greer, Marissa Gensimore, and Debbie Ikins.

Others Present: Sonja Herwick, Fiscal Officer; Street Supt., Terry Siegenthaler; and Fire Chief Frey.

**Approval of Council Minutes**

Mrs. Godwin made a motion to approve the minutes of the June 7, 2016 council meeting, second by Mrs. Ikins.

Roll call: Mrs. Godwin, Mrs. Greer, Mrs. Ikins and Mrs. Gensimore voted "Yes." 4 - Yes, 0 - No. Motion passed.

**Solicitor's Report** – No report.

**Police Report** - In packet.

**Fire Chief's Report** - The chief read the May report that was in the packet.

**Street Commissioner Report**

Mr. Siegenthaler reported on the landfill inspection that passed with flying colors.

**Zoning Report** – No report.

**Mayors Report of Money Received**

No report of money received at this meeting. Mayor Knack received calls about a couple of old vehicles sitting around and they are gone. RITA will be here for a hearing on November 4, 2016 at 10 AM for the subpoena program. There are 250 delinquent taxpayers according to RITA. He is not sure of this number in our small Village and they will send us a listing. This could be people who come into the Village and work like electricians, construction workers, etc.

**Fiscal Officer's Report**

Everything is in the packet relative to the report. The auditors are here and will be here part of next week as well. She will be available to them at all times.

**Unfinished Business**

Mrs. Ikins reported that the painting was completed on the pavilion.

**Mayor's Communications** – Previously reported. (Above)

**Council Communication**

Mrs. Gensimore reported on having the workshop with the website designer and everyone is happy with the design. Tweaking still needs done. Mrs. Gensimore made a motion that we approve the design and move ahead with the website to get it up and running, second by Mrs. Ikins. Mrs. Greer does not feel we are ready to do that yet.

Roll call: Mrs. Greer, no; Mrs. Godwin, Mrs. Ikins, and Mrs. Gensimore voted “Yes.” Three - yes, one - no. Motion passed.

Mrs. Gensimore gave an update on the Bicentennial.

**Council Committee Reports**

Mrs. Ikins reported on the Street, Sidewalks and Parks meeting that took place on Tuesday, June 14, 2016. An engineering representative, Mr. Sickels, was there. They went over the CDBG grant situation and how to proceed. Mr. Sickels will get us a proposal from OHM to do the engineering on the sidewalk grant. It will cost approximately \$5,000. She further explained the breakdown of the numbers relative to that cost. The job has to be completed this year. There is a resolution on the agenda that we need to pass tonight. We do have a quorum tonight to vote on this. The Street, Sidewalks and Parks committee voted unanimously on OHM engineering this.

Mayor Knack asked about the cost/terms in contract and where the money is coming from. He asked if Marshal Pitchford had looked at the contract. Mr. Siegenthaler said we could do our own bid package – we have done this before. When we do our bid package, we could say to our engineer, “Could you look this over?” How much would he charge us? Holly Miller from CDBG will walk us through this and give us an example of a bid package. We could pay Mr. Sickels, this time, to do it, and then we will have one and use down the road with just a change in dimensions. It seems like a lot of money for a sidewalk job. Jason Clark was awarded the bid that Phyllis Mayberry had previously done. Whether we hire Mr. Sickels to do it this time, we can do it on our own using his bid package and use him as an advisor.

Mrs. Ikins said the engineer will not put his “stamp” on a bid package that has been partially created by both entities.

Mr. Siegenthaler also brought up an issue regarding where trees are planted relative to the sidewalks and wires.

Mrs. Greer said she would not have made the motion to recommend the project had she heard all that I am hearing now. What she heard at that committee meeting was yes, there is nothing wrong moving forward. There has now been a number of things raised that are questionable and we are lacking communication here.

Mayor Knack added that next year and the following year we have to come up with money to change our signage. He said that he and the street superintendent have discussed with the engineer on how much concrete we needed already.

Mrs. Ikins asked where does this fall – putting together a bid package. She does not want to take this on herself and put the Village at risk of not getting reimbursed the \$15K because she has done something wrong. Mr. Siegenthaler said we got the grant and got the four proposals which they accepted to get the grant in the first place. Mrs. Ikins said that has nothing to do with how it is executed. Mr. Siegenthaler said Holly from CDBG will walk us through the process.

Mayor Knack asked when this all happened with the meeting with Mr. Sickels. Mrs. Ikins said she was directed by council to get a committee meeting set up with Mr. Sickels on this as quickly as possible.

Mayor Knack will call Holly Miller at CDBG about this situation. Mrs. Ikins is going to be out of town and said this all needs to be done soon or it will not happen this year. Mr. Siegenthaler said the project needs to continue and we need to hire Jim Sickels. Mrs. Gensimore said this does not need to be passed today until we are more comfortable with it. Mrs. Ikins will send the contract to Mr. Pitchford and ask he get back to the mayor with his comments.

Mrs. Gensimore said that Mrs. Ikins did not get a Community Newsletter at her residence. We need to get addresses for those who didn't receive them. Anyone who didn't get one in the Village should contact Mrs. Gensimore. There was an issue regarding a comment made about the Rusty Railz by the Mayor of Canal Fulton. They were not pleased and it could be a legal issue.

### **First Readings**

#### **Resolution No. R-16-21**

A Resolution Authorizing the Mayor to Execute the Real Estate Purchase Agreement and Any Other Documents Necessary for the Purchase of Vacant Land From The Summit County Land Reutilization Corporation for the Land Bank Side Lot & Vacant Land Transfer Program; and Further Authorizing the Fiscal Officer to Process All Necessary Financial Documents Thereby Required, for The Village Of Clinton, Summit County Ohio; and Declaring an Emergency.

Mrs. Greer made a motion that we suspend the three-reading rule and pass by emergency, second by Mrs. Gensimore. Roll call: Mrs. Ikins, Yes; Mrs. Gensimore, yes; Mrs. Godwin, Mrs. Greer, yes. Four - yes, 0 - no. Motion passed.

Mrs. Greer made a motion that we adopt Resolution No. R-16-21 on its first reading, second by Mrs. Godwin.

The agreement that goes with this Resolution is not attached and Mrs. Greer was extremely upset it was not a part of the packet as she drove 7 hours from vacation to attend tonight's meeting. Mrs. Greer said that Summit County cannot move forward without our approving this document to get the property into the County's name to be able to demolish and then the Village gets that property. Resolution number R-16-25 is a redundant piece of legislation.

Roll call: Mrs. Gensimore, yes; Mrs. Godwin, Mrs. Greer, yes; Mrs. Ikins, yes. Four - yes, 0 - no. Motion passed.

#### **Resolution No. R-16-22**

A Resolution Authorizing the Approval and Adoption of a Renewal of The Ohio Plan Package Policy, the Property and Liability Insurance Coverage For The Policy Period July 22, 2016 Through July 22, 2017, in a Not To Exceed Amount of \$10,500.00 for the Village Of Clinton; and Declaring an Emergency.

**Resolution No. R-16-23**

A Resolution Authorizing the Village of Clinton Mayor To Sign Proposal # 16508 Provided By Village Engineers Ohm To Provide Engineering Services In Support Of The 2016 CDBG Grant For ADA Sidewalks, And For The Fiscal Officer To Pay Any Invoices Submitted According to the Proposal, and Declaring an Emergency.

**Resolution No. R-16-24**

A Resolution Authorizing the Mayor to Enter Into an Annual Membership Agreement with the Regional Income Tax Authority (Rita), and Declaring an Emergency.

**Resolution No. R-16-25** (Duplicate of R-16-21)

Mrs. Gensimore made a motion to amend the agenda to withdraw Resolution R-16-25, second by Mrs. Ikins. Roll call: Mrs. Godwin, yes; Mrs. Greer, yes; Mrs. Ikins, yes; Mrs. Gensimore, yes. Four - yes, 0 - no. Motion passed.

**SECOND READINGS**

**Resolution No. R-16-20**

A Resolution To Proceed To Levy A 3.75 Mill Renewal Tax Levy In Excess Of The Ten Mill Limitation (O.R.C. 5705.191) For A Total Of 3.75 Mills For The Village Of Clinton Fire Department, and Declaring an Emergency.

**THIRD READINGS**

**Resolution No. R-16-12:**

A Resolution Hiring A Part-Time Street Laborer For The Village Of Clinton Retroactive To April 19, 2016, Where By Motion, This Council Approved The Hiring, And Declaring An Emergency.

Mrs. Greer made a motion to adopt Resolution R-16-12, second by Mrs. Gensimore. Roll call: Mrs. Greer, yes; Mrs. Ikins, yes; Mrs. Gensimore, yes; Mrs. Godwin, yes. Four - yes, 0 - no. Motion passed.

**Ordinance No. O-16-13:**

An Ordinance Amending The Village Of Clinton's Administrative Code, Chapter 123, Ordinances and Resolutions, and Declaring An Emergency.

Mrs. Greer made a motion to adopt Ordinance O-16-13, second by Mrs. Godwin.

Mrs. Ikins wanted reminded of the purpose. Mrs. Greer said that this is a change in the places we post legislation. Roll call: Mrs. Ikins, yes; Mrs. Gensimore, yes; Mrs. Godwin, yes; Mrs. Greer, yes. Four - yes, 0 - no. Motion passed.



**Resolution No. R-16-14 (AMENDED):**

A Resolution Authorizing the Mayor to Enter Into an Agreement with Summit County Regarding Animal Control Services, and Declaring an Emergency.

Mrs. Greer made a motion to adopt amended Resolution No. R-16-14, second by Mrs. Gensimore.

Roll call: Mrs. Gensimore, yes; Mrs. Godwin, yes; Mrs. Greer, yes; Mrs. Ikins, yes. Four - yes, 0 - no. Motion passed.

**New Business**

Mrs. Ikins said we will be recruiting a new council member.

**General Discussion**

The mayor was asked if he will contact Marshal about the agreement and Holly Miller about the Sidewalk project and he indicated he would first thing tomorrow.

**Presentation of Bills**

Mrs. Greer made a motion to approve the payment of all bills and salaries on the Payment Listing Report dated for the month of June 2016 and all Purchase Orders, Then and Now Purchase Orders, and Blanket Certificates on the Purchase Order Status, current YTD through June 16, 2016, second by Mrs. Gensimore.

Mrs. Gensimore asked some questions for clarification on the report and Mrs. Herwick gave her answers to all.

Roll call: Mrs. Gensimore, Mrs. Godwin, Mrs. Greer, and Mrs. Ikins voted "Yes." 4 - Yes, 0 - No. Motion passed.

**Citizens Comments** – None.

Meeting was adjourned.

  
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Mayor Allen Knack

  
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Bud McDaniel, President of Council

  
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Sonja Herwick, Fiscal Officer